

LOCAL INMATE DATA SYSTEM (LIDS) NEWSLETTER

2006 LIDS CONFERENCE

We are really excited about this years LIDS conference. Deputy Secretary of Public Safety Clyde Cristman will be our luncheon speaker opening the conference. Mr. Cristman will speak on the need for tracking criminals in Virginia. Also, since Governor Kaine launched his expansion of the statewide criminal tracking system and victim

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2006 General Assembly

The Governor signed HB5002 (Budget Bill for the 2006 - 2008 biennium) on June 30, 2006. Items impacting Sheriff Departments and Regional Jails include:

All Constitutional Officers:

All constitutional officers and their Compensation Board-funded permanent staff positions are to receive a salary increase of 4% on December 1, 2006.

Sheriffs & Regional Jails:

Language to restore the procedure for the reallocation of overcrowding positions to original form, allowing for reallocation first within existing office.

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IMPORTANT DATE

LIDS Certification and Approval Due Date 09/15/2006

Jail Contract Bed Reason Confine Code Changes 10/01/2006
See page 6 for details

**Announcing the Compensation Board's
Managing Jail Risk Conference 2006
October 24-26 in Williamsburg
October 31—November 2 in Roanoke
(See CB's Website — Recent communications for details)**

Compensation Board

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notification system used in Virginia prisons to include offenders held in local jails. We are very pleased to have Emilie Lucier, Project Coordinator for the Virginia Community Policing Institute and Katherine Wood of Appriss, Inc. who are a part of the development team implementing the \$1.5 million Victim Information and Notification Everyday (VINE) project. VINE is the result of a partnership between the Commonwealth of Virginia, Virginia Sheriff Association, and Virginia Community Policing Institute (VCPI).

We had several request for Lt. Pete Fagan of the Virginia State Police to talk on the Virginia Criminal Information Network (VCIN). Additionally, we have Dr. James Creech to tell us about the 2006 General Assembly's impact on jails. Wade Jewell, the Finance Manager and Acting Policy Manager for the Compensation Board will provide a budgetary update on funding affecting jails, and LIDS Updates will be Anne Wilmoth, Chief Information Office for the Compensation Board.

The second day should be very exciting also. The feed back from our last years conference was that the LIDS Technicians would have like to have more time for question and answers. So, this year, we established a series of panels with the intent of providing brief updates on the panelist on the jail activities they are involved with and then provide an opportunity for you all to ask questions and bring issues that are important to you. So it's up to you all to bring the questions and the panelist to provide answers or we'll get back to you with answers. There are three panels:

Virginia Magistrate System
Department of Corrections (DOC) &
Department of Criminal Justice Services (DCJS)
LIDS Advisory Committee (LAC)

We plan to have wireless microphones available so everyone can hear the questions and answers. You might considered bringing copies of issues or problems you are having.

Reminders:

1. Telephone calls, movies, meals, and other personal expenditures should not be included on hotel bill to the Compensation Board.
2. The conference will be held in a ball room that is large an the temperature may vary based on your location. So a sweater may be needed.

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Striking of incorrect/outdated language referring to a DOC pilot program for probation/parole violators that no longer exists.

Positions and funding to provide an additional 40 Law Enforcement deputy sheriffs to fully meet the 1:1500 ratio, and an additional 17 Court Services deputy sheriffs statewide.

Funding to provide 87 positions for staffing new construction of the Eastern Shore Regional Jail and the expansion of the Northwestern Regional Jail.

Language and funding for continued implementation of the Sheriffs' Career Development Program. The Career Development program includes two tracks: one for offices accredited by certain law enforcement standards committees/associations; and a certification program for offices without such accreditations. As of July 1, 2006, there are 32 accredited officers that qualify and will receive a salary increase of 9.3%.

No additional funding is included in FY07 for the 7 Sheriffs' offices and 4 regional jail facilities that certified their Master Deputy/Jail Officer programs to the Compensation Board prior to July 1, 2005, and are currently not funded for their participation in the program. However, funding is continued for offices already participating and funded prior to FY07.

Effective July 1, 2007, the Compensation Board is authorized to withhold reimbursements due the locality for Sheriff and jail expenses upon notification from the Superintendent of State Police that there is reason to believe that crime data reported by a locality to the Department of State Police in accordance with §52-28, Code of Virginia, is missing, incomplete or incorrect. Upon subsequent notification by the Superintendent that the data is accurate, the Compensation Board shall make reimbursement of withheld funding due the locality when such corrections are made within the same fiscal year that funds have been withheld.

Limited equipment funding for Livescan only has been approved.

The General Assembly has included language in the Enrolled Bill that the specifications of the Auditor of Public Accounts (APA) for the independent certified public accountants (CPA) auditing localities shall include requirements for any money received by the Sheriff. Specifically, the CPA must submit an annual letter to the APA providing assurance as to whether the Sheriff has maintained a proper system of internal controls and records in accordance with the Code of Virginia.

Jail Specific:

In FY06, funding was sufficient to cover the cost of per diem payments. Anticipated growth in costs of approximately \$4.5 million for FY07, however, is not funded at this time. This amount represents approximately one-fourth of one quarterly per diem payment projected for FY07. Language in the Appropriation Act provides that should funding available for a quarterly per diem payment be insufficient to cover the entire amount of the payment, the payment will be pro-rated accordingly. In this case, we anticipate that your 4th quarterly per diem payment may not be fully covered by the funds currently appropriated for FY07. However, another session of the General Assembly will convene and be able to consider funding needs prior to payment of the 4th quarter per diem in FY07.

Jail construction moratorium exemptions have been granted for: Brunswick County; Warren, Page, Rappahannock and Shenandoah Counties for planning of a regional jail facility; Southside Regional Jail Authority, with inclusion of Brunswick, Dinwiddie, Mecklenburg and Sussex Counties; the City of Newport News; Rock-bridge Regional Jail Authority; Western Virginia Regional Jail Authority including Franklin, Montgomery, and Roanoke Counties and the City of Salem; and the Blue Ridge Regional Jail Authority, including Appomattox and Amherst Counties and the Moneta facility.

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Funding and language for the Compensation Board to contract for services by the Virginia Community Policing Institute to implement an interface between the Statewide Automated Victim Notification (SAVIN) System and the Virginia Sex Offender Registry.

Language that requires the Board of Corrections to approve any construction, remodeling, renovation or rehabilitation of any facility to house any inmate in secure custody which results in increased jail capacity. The language also makes clear that any local or regional jail facility which houses inmates in secure custody shall be subject to the provisions of §§ 53.1-5 and 53.1-68, Code of Virginia, as well as all rules, regulations, and inspections established by the Board of Corrections.

Funding and one position provided to the Compensation Board to forecast local jail inmate populations.

No additional emergency corrections officer positions have been funded to address security needs in overcrowded jails.

Home Electronic Monitoring /Incarceration (HEM/HEI)
Procedures, Practices, and Per Diem Changes
Effective July 1, 2006

On May 22, Compensation Board staff met with the Gary Bass, Chief of Operations Offender Services, Bill Wilson - Local Facilities Supervisor from the Department of Corrections (DOC), and Tony Casale of the Department of Criminal Justice Services (DCJS) to discuss practices and procedures for HEM/HEI. Joint review of procedures and practices had not taken place since 1999. As such the agencies' management agreed that a review would be beneficial at this time. The purpose of the meeting was threefold:

1. To review and update HEM/HEI Program approval guidelines.
2. To review HEM/HEI guidelines for allowing inmates to participate in the programs.
3. To review LIDS per diem payment practices and documentation requirements supporting payments for HEM/HEI.

A summary of the result of the meeting follows:

Procedural changes for jails requesting the establishment of a HEM/HEI program were established.

Jail's with established plans do not have to resubmit their plans for approval but do have to conform to current requirements.

LIDS reason confined 85 — "Supervised Work Program" will now be called "Modified Home Electronic Monitoring (MHEM)." The purpose is to reduce confusion with "Work Force Inmates."

LIDS will begin reimbursing state responsible HEM/HEI and MHEM inmates \$8 per day.

(See pages 5 and 6 for guidelines)

Alternative Programs Guidelines
Home Electronic Monitoring (HEM/HEI)
Modified Home Electronic Monitoring (MHEM)

Effective July 1, 2006, the local jail operating plans governing HEM and MHEM must be submitted to the Department of Corrections (DOC) and to the Department of Criminal Justice Services (DCJS) for approval. Plans submitted before July 1, 2006 do not need to be resubmitted. However, previously approved plans must conform to following guidelines. Requests for HEM/HEI & MHEM plan approval after July 1, 2006 must be submitted to the:

Local Facilities Unit
Department of Corrections
6900 Atmore Drive
Richmond, VA 23225

DOC will obtain DCJS approval for the jail program and forward notification to the Compensation Board of the effective date that the jails HEM / MHEM program was approved.

Operational plans should include the following:

1. Selection criteria (must comply with Commonwealth of Virginia statutes §53.1-131.2, Sections A, B, and C). <http://leg1.state.va.us/lis.htm>.
2. The court shall be notified in writing of the offender's participation in the HEM / MHEM and the offenders place of HEM/ MHEM, place of employment, or other rehabilitative services.
3. Rules for participation (such rules may require the offender to remain in the home 24 hours per day - LIDS Reason Confined Code 80 or allow for work release or other release activities as specified - Lids Reason Confined Code 85) as assigned by the Sheriff or Superintendent.
4. Administrative, program, court and/or participation fees to be paid by the inmate.
5. Reason and procedure for removal from the program (to include notification to DOC and the court).

All local facilities are required to report HEM and MHEM participants to DOC. This applies to all state responsible inmates as well as local inmates with a 12 month or more sentence. The purpose of this notification is to ensure that the inmate does not earn good conduct credit as required by Virginia Code. Notification to DOC can be in the form of a DOC Class Level Assignment Sheet placing the inmate in Class Level 4 or be included on a Jail Credit Form.

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For Compensation Board payment purposes, the Sheriff or Superintendent of the facility or their designee must approve the individual entry into the program. The Compensation Board will not pay for Court Ordered HEM / MHEM inmates.

State responsible inmates may participate in a local HEM / MHEM program at the request of the jail. The request may be emailed to DOC at gary.bass@vadoc.virginia.gov.

Under current Compensation Board policy, payment to the jail for offenders in HEM / MHEM status is as follows:

Inmates awaiting trial on one or more offenses	\$ 8/day
Court ordered HEM / MHEM Use "CR" Disposition Code	\$ 0/day
Local Responsible HEM / MHEM fully sentenced and serving time for Non-Violent Crimes	\$ 8/day

Questions to DOC regarding HEM / MHEM should be addressed to:

Bill Wilson at (804) 674-3499 william.t.wilson@vadoc.virginia.gov or

Gary L. Bass at (804) 674-3218 gary.bass@vadoc.virginia.gov.

Questions regarding LIDS Per Diem payments should be directed to:

Anne Wilmoth 804-225-3307 anne.wilmoth@scb.virginia.gov or

Mark Wood 804-225-3276 mark.wood@scb.virginia.gov.

Jail Contract Bed (JCB) Reason Confine Code Changes

The LIDS Advisory Committee has determine that there is a need for separate reason confined codes for JCB inmates.

LIDS procedures for JCB inmates serving sentence and confined within local jails required users to use Reason Confined Code 26 — Work Release. This procedure did not consider that there are two different JCB programs. One JCB program is for inmates that will remain in jail and are not authorized to participate in the local's jail work release program. The second JCB program allows inmates to participate in the local jail's work release program if the inmate has been authorized by DOC to participate in the work release program.

The new reason confine codes will allow for identification of the JCB inmates between the two programs.

Effective October 1, 2006, JCB inmates serving time in jail that are not authorized by DOC for work release are to be recorded to LIDS using the new reason confined code 27.

Effective October 1, 2006, JCB inmates authorized by DOC to participate in the jail's work release program are to be recorded to LIDS using reason confined code 28.

Reason release codes will not be affected.

Batch up-load jails should update their local jail management system with the new reason confined codes by October 1.

Online jails will start using the new reason confined codes on October 1.

The IT staff will convert historical JCB data in LIDS to the new reason confined codes so that historical data will match the new reason confines.

Please ensure that all relevant jail staff is aware of this change.